



Office of the City Clerk

Weekly Report – for Week Ending December 6, 2013

OFFICE OF THE CITY CLERK – PROJECTS and STATUS

City Elections – The proposed revision to the LAUSD/LACCD contract for the proration of election costs was sent to the City Attorney's Office for review.

City Elections – Staff have reviewed and approved the draft petition for the Health Commission initiative petition for circulation.

City Elections – A presentation and tour of the Election Division was provided to Assemblyman Wong King Wei from the Sarawak State Assembly, Malaysia and for Farah Intan Burhanudin, a Senior Analyst for Malaysia Prime Minister's Department.

City Elections – Staff attended the Zocalo/UCLA Public Event: "Why Won't Angelenos Vote?"

City Elections – An unexpected vacancy was created on the LAUSD School Board with the passing of one of its members. Staff is preparing options for the School Board to fill the vacancy.

City Elections – 54 workstations and 19 laptops were installed to replace end-of-life equipment

General City Purposes and Expenditures – a requirements meeting was conducted with the Administrative Services accounting team to review systems change requests for improved efficiencies.

Special Assessments – Staff met with representatives from the CAO, City Attorney, Recreation and Parks, and CD# 14 relative to billing for the South Park Space Maintenance Program.

Economic Workforce and Development Department (EWDD) transition – CAO representatives met with staff from the City Clerk and EWDD to discuss a delay in the transition of the Business Improvement District program from the Office of the City Clerk to EWDD. Council and Mayor approval is required and a report is pending.

ISSUES

Offsite Record Storage – City Clerk and City Attorney staff are working on resolution of the issues relative to the request for proposal concerning offsite records storage.

Council Meeting Webstreaming – the Information Technology Agency and the webstreaming vendor (Granicus) met and agreed to replace the video webstreaming encoder used to broadcast the City Council meetings in Spanish. There have been intermittent problems with the encoder automatically starting at the beginning of each meeting.

UPCOMING . . .

ITGS Committee Meeting– December 10, 2013. Items include Real Property Trust Fund Reports and various departmental records destructions request.

Economic Development Committee – December 10, 2013. Items include the staffing report for the Business Improvement District Program (BID) and consideration of maintaining the BID Program at the Office of the City Clerk for an additional six months.

Business Improvement Districts – reprioritizing of new requests from the Business Improvement Districts section for desired system changes and enhancements for improved efficiencies.

TOP ISSUES

- ***LAUSD School Board to decide whether to appoint or request the City to hold a special election in order to fill the recent unexpected vacancy***
- ***Economic and Workforce Development Department – Delay in transition of the BID Program***
- ***Approval of a initiative petition for circulation to establish a Los Angeles***

